

PUNCH CARD BALLOT
Absent Voter Ballot Instructions
November 2, 2004 General Election

Do not start to vote until you have studied these instructions thoroughly.

Do not vote for more candidates than indicated under each office title. The **NONPARTISAN** and **PROPOSAL SECTIONS** of the ballot must be voted separately.

BEFORE VOTING

Study the candidate names and proposals that appear on this Instruction Ballot. To the right of each candidate's name and the "YES" and "NO" of each proposal is a number. These are the numbers you must locate on the Official Ballot Card when you are ready to vote.

Examine the Official Ballot Card; it is a computer card stapled to a foam backing. A "punching tool" is attached to the Official Ballot Card (remove prior to voting). On the face of the card is a series of numbers with a small black dot above each number.

TO VOTE:

1. Remove the "Punching Tool" from the Official Ballot Card. **DO NOT DETACH THE BALLOT CARD FROM THE FOAM BACKING.**
2. Using the "Punching Tool" furnished (nothing else), firmly punch out the small black dot on the card **ABOVE** the number that corresponds to the number(s) to the **RIGHT** of the candidate(s) and the "YES" or "NO" of each proposal according to your choice.

Punch with sufficient force to be sure that the black dot is completely punched out of the card and into the foam backing!

3. **PARTISAN SECTION:** To vote the partisan section of the ballot, you may cast a "straight ticket," a "split ticket" or a mixed ticket."

Straight Ticket: Vote the party of your choice. Nothing further need be done in the partisan section.

Split Ticket: You may vote a straight ticket **AND** vote for individual candidates of your choice.

Mixed Ticket: Vote for the individual candidates of your choice in each office.

3. **WRITE-IN CANDIDATES:** To vote for a person whose name is not printed on this Instruction Ballot, write or place the name of that person and the office in the space provided on the secrecy envelope.

AFTER VOTING

Examine the back of the card. Be sure that all holes are cleanly punched. Pull off any partially punched “chips” that might be hanging.

Place the card inside the secrecy envelope with the numbered stub exposed. Then place the ballot card inside the “Official Ballot Envelope” with the foam backing to provide protection in mailing.

IMPORTANT! Sign the affidavit on the back of the return envelope before returning your ballot to your local clerk. (You must supply postage if mailing.) Do not return the instruction booklet.

NOTE: If you spoil your ballot, call or write your local clerk to request a replacement ballot.